

# PHA Plans

## Streamlined 5-Year/Annual Version

U.S. Department of Housing and  
Urban Development  
Office of Public and Indian Housing

OMB No. 2577-0226  
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This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937 that introduced 5-year and annual PHA Plans. The full PHA plan provides a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission and strategies for serving the needs of low-income and very low-income families. This form allows eligible PHAs to make a streamlined annual Plan submission to HUD consistent with HUD's efforts to provide regulatory relief to certain PHAs. Public reporting burden for this information collection is estimated to average 11.7 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

**Privacy Act Notice.** The United States Department of Housing and Urban Development, Federal Housing Administration, is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Information in PHA plans is publicly available.

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## Streamlined 5-Year Plan for Fiscal Years 2005 - 2009

## Streamlined Annual Plan for Fiscal Year 2008

**NOTE:** This PHA Plan template (HUD-50075-SA) is to be completed in accordance with instructions contained in previous Notices PIH 99-33 (HA), 99-51 (HA), 2000-22 (HA), 2000-36 (HA), 2000-43 (HA), 2001-4 (HA), 2001-26 (HA), 2003-7 (HA), and any related notices HUD may subsequently issue. Full reporting for each component listed in the streamlined Annual Plan submitted with the 5-year plan is required.

## Streamlined Five-Year PHA Plan Agency Identification

**PHA Name:** Housing Authority of Union, SC

**PHA Number:** SC019

**PHA Fiscal Year Beginning:** 01/2008

### PHA Programs Administered:

☒ **Public Housing and Section 8**

Number of public housing units:287

Number of S8 units:274

☐ **Section 8 Only**

Number of S8 units:

☐ **Public Housing Only**

Number of public housing units:

☐ **PHA Consortia:** (check box if submitting a joint PHA Plan and complete table)

Participating PHAs	PHA Code	Program(s) Included in the Consortium	Programs Not in the Consortium	# of Units Each Program
Participating PHA 1:				
Participating PHA 2:				
Participating PHA 3:				

### Public Access to Information

**Information regarding any activities outlined in this plan can be obtained by contacting:**  
(select all that apply)

- ☒ Main administrative office of the PHA
- ☐ PHA development management offices
- ☐ PHA local offices

### Display Locations For PHA Plans and Supporting Documents

The PHA Plans and attachments (if any) are available for public inspection at: (select all that apply)

- ☒ Main administrative office of the PHA
- ☐ PHA development management offices
- ☐ PHA local offices
- ☐ Main administrative office of the local government
- ☐ Main administrative office of the County government
- ☐ Main administrative office of the State government
- ☐ Public library
- ☐ PHA website
- ☐ Other (list below)

PHA Plan Supporting Documents are available for inspection at: (select all that apply)

- ☒ Main business office of the PHA
- ☐ PHA development management offices
- ☐ Other (list below)

## Streamlined Five-Year PHA Plan

### PHA FISCAL YEARS 2005 - 2009

[24 CFR Part 903.12]

#### **A. Mission**

State the PHA's mission for serving the needs of low-income, very low income, and extremely low-income families in the PHA's jurisdiction. (select one of the choices below)

- ☐ The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.
- ☐ The PHA's mission is: The mission of the Housing Authority of the City of Union, South Carolina is to provide quality, affordable housing in a non-discriminatory manner to eligible families in the City of Union and the County of Union, South Carolina.

#### **B. Goals**

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation. PHAs may select any of these goals and objectives as their own, or identify other goals and/or objectives. Whether selecting the HUD-suggested objectives or their own, **PHAs ARE STRONGLY ENCOURAGED TO IDENTIFY QUANTIFIABLE MEASURES OF SUCCESS IN REACHING THEIR OBJECTIVES OVER THE COURSE OF THE 5 YEARS.** (Quantifiable measures would include targets such as: numbers of families served or PHAS scores achieved.) PHAs should identify these measures in the spaces to the right of or below the stated objectives.

#### **HUD Strategic Goal: Increase the availability of decent, safe, and affordable housing.**

- ☒ PHA Goal: Expand the supply of assisted housing  
Objectives:
- ☒ Apply for additional rental vouchers:
  - ☒ Reduce public housing vacancies:
  - ☐ Leverage private or other public funds to create additional housing opportunities:
  - ☐ Acquire or build units or developments
  - ☐ Other (list below)
- ☒ PHA Goal: Improve the quality of assisted housing  
Objectives:
- ☒ Improve public housing management: (PHAS score)
  - ☒ Improve voucher management: (SEMAP score)
  - ☒ Increase customer satisfaction:
  - ☐ Concentrate on efforts to improve specific management functions:  
(list; e.g., public housing finance; voucher unit inspections)
  - ☒ Renovate or modernize public housing units:
  - ☐ Demolish or dispose of obsolete public housing:
  - ☐ Provide replacement public housing:
  - ☐ Provide replacement vouchers:

☒ Other: (list below)

The Housing Authority of the City of Union, SC will strive to achieve a more involved Resident Advisory Board to interact with management and resident families. The PHA will also actively cross-train employees to enable all personnel to better meet the needs of the PHA and its residents.

☒ PHA Goal: Increase assisted housing choices

Objectives:

- ☒ Provide voucher mobility counseling:
- ☒ Conduct outreach efforts to potential voucher landlords
- ☒ Increase voucher payment standards
- ☐ Implement voucher homeownership program:
- ☐ Implement public housing or other homeownership programs:
- ☐ Implement public housing site-based waiting lists:
- ☐ Convert public housing to vouchers:
- ☒ Other: (list below)

To manage the Authority's Section 8 Housing Choice Voucher program in an effective and efficient manner, the PHA will continue to seek means to expand housing choices available to Section 8 participants by attempting to increase the number of landlords willing to participate in this program. We currently have 97 available landlords participating in the program. Our Section 8 waiting list had been closed since September 19, 2005, but re-opened on September 10, 2007, receiving 365 applications in one week. Due to the response, the waiting list is now closed again, but will be re-opened when needed. Newspaper ads were placed in the local paper, giving advance notice. We also advertise daily on the local radio broadcast. We will continue to strive to maintain a utilization rate of at least 98%, maximizing occupancy per funding availability. These applicants will be processed and the approved families will be provided rental assistance as soon as possible. We will increase voucher payment standards as applicable, and we will continue to apply for additional vouchers when available.

### **HUD Strategic Goal: Improve community quality of life and economic vitality**

☒ PHA Goal: Provide an improved living environment

Objectives:

- ☐ Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
- ☒ Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
- ☒ Implement public housing security improvements:
- ☐ Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
- ☒ Other: (list below)

Our Authority consists of 287 Public Housing dwelling units, have been assigned into two AMPS. AMP 1 consists of 206 dwelling units (SC 19-001 and SC 19-003), and AMP 2 consists of 81 dwelling units (SC 19-002 and SC 19-005). Due to the limited number of applicants on our public housing waiting list, it is sometimes difficult to alleviate income restraints per individual developments; however, as we have opportunity to correct, we will strive

to do so. Our Section 8 participating families have a wide diversity throughout the city and county of Union. Through our 2007 Operating Budget, the PHA has appropriated funds to hire off-duty police officers to patrol, especially in our Chambers Avenue public housing community, during evening/night hours and weekends. We have had several meetings with local police officials to discuss this plan, and we feel this will greatly increase the resident's safety and security, as well as curtail loitering, drugs and other illegal activities in these areas. The program has not been fully utilized due to staff shortages at our local police department, but we will continue to endorse this program when possible. Also, whenever drug or criminal activities or disturbances occur on the Authority's property by non-resident individuals, "No Trespassing" notices are issued and enforced. Other programs which PHA will seek to establish or continue include the following: continue on-site Community Police station, establish Crime Watch Program, encourage more participation in Resident Advisory council, continue Adult Education and after-school homework classed for children, encourage resident participation in educational and motivational opportunities offered to them, expand summer reading program for children throughout the year with on-site assistance from the Union County Carnegie Library's Book Mobile in all sites weekly, continue to provide additional vandal-proof street lights in designated areas as needed, and continue to establish partnerships with other local agencies to assist PHA in improving quality of life for all PHA residents. Through our on-going Capital Fund Programs, we will be able to replace windows and screens and to install central air conditioning in our dwelling units. We feel this will not only benefit our current residents, but will enable our Authority to become more competitive and comparable to other developments in our local market area. With funding from our 2005 Capital Fund Program, we have been able to remove trees throughout our neighborhoods to enhance the safety and security of our residents. We will continue to monitor the situation and will provide additional safety measures as needed, including blocking off thru traffic at some additional intersections and the proposed installation of speed bumps to slow traffic on some of our more heavily traveled streets. In our SC 19-002 development, Horseshoe Circle has been designated as a "one way" street with lower speed limit signs. This street is located near a public school, causing very congested traffic in that area. Making the "one way" designation has reduced the traffic considerably. Officials from the City of Union, local Public Safety Department, and other entities who may be impacted are aware of and are contributing to this effort to curtail drug and crime activities in these certain areas. We will continue to promote resident participation in services offered by We Care, Inc. (a program targeting "at-risk" children and youth), Boy Scouts, Girl Scouts, Department of Social Services, Union county Alcohol & Drug Abuse, Heath Fair and Screening, etc.

**HUD Strategic Goal: Promote self-sufficiency and asset development of families and individuals**

- ☒ PHA Goal: Promote self-sufficiency and asset development of assisted households
- Objectives:
  - ☒ Increase the number and percentage of employed persons in assisted families:
  - ☒ Provide or attract supportive services to improve assistance recipients' employability:
  - ☒ Provide or attract supportive services to increase independence for the elderly or families with disabilities.

☒ Other: (list below)

PHA will work with Union County Schools system and other agencies to assist resident to receive skill training, achieve high school diploma or GED and job placement; continue partnership with Upstate Workforce Investment Board to improve training skills for adults and children. Our Authority sponsors a Boy Scout and Girl Scout troops, and "Girls Unlimited" which is in conjunction with Union County Schools to address issues faced by teenage girls. We plan to continue offering these programs to our area youth, encouraging their leadership training and responsibility. PHA will provide facilities and transportation to attract services for residents such as health screening, nutrition education, heating and cooling assistance, and home care through partnership with local agencies such as Council on Aging, Carolina Community Actions and Department of Social Services.

### **HUD Strategic Goal: Ensure Equal Opportunity in Housing for all Americans**

☒ PHA Goal: Ensure equal opportunity and affirmatively further fair housing  
Objectives:

☒ Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:

☒ Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability:

☒ Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:

☒ Other: (list below)

PHA will continue to emphasize to staff the importance of nondiscriminatory practices, and will solicit assistance from other local agencies in a nondiscriminatory, community-wide manner. Partnerships established with local agencies will provide services to all residents.

### **Other PHA Goals and Objectives: (list below)**

**PHA will affirmatively market to local non-profit agencies providing assistance to individuals with disabilities. In an effort to alleviate the impact of the increasing domestic & sexual violence against women, and to inform survivors of this violence of their housing rights and options, including the ability to obtain and maintain safe & affordable housing, our Agency will work closely in partnership with the local agencies including the Union County Victim's Advocate, Union Co. Department of Social Services, Union Co. Safe Home Rape Crisis, Union Co. Sheriff's Dept & Union Public Safety Dept. to promote their services and programs designed to enhance victim's safety as provided to children and adult victims of domestic violence, dating violence, sexual assault or stalking. Our Agency's following plans/policies are being amended to include provisions of the Violence Against Women Act: Admissions & Continued Occupancy, Tenant Selection Plan, Section 8 Administrative Plan & Dwelling Lease.**

# Streamlined Annual PHA Plan

## PHA Fiscal Year 2008

[24 CFR Part 903.12(b)]

### Table of Contents

Provide the following table of contents for the streamlined Annual Plan submitted with the Five-Year Plan, including all streamlined plan components, and additional requirements, together with the list of supporting documents available for public inspection.

#### **A. ANNUAL STREAMLINED PHA PLAN COMPONENTS**

- ☒ 1. Housing Needs
- ☒ 2. Financial Resources
- ☒ 3. Policies on Eligibility, Selection and Admissions
- ☒ 4. Rent Determination Policies
- ☒ 5. Capital Improvements Needs
- ☒ 6. Demolition and Disposition
- ☐ 7. Homeownership
- ☒ 8. Civil Rights Certifications (included with PHA Certifications of Compliance)
- ☒ 9. Additional Information
  - a. PHA Progress on Meeting 5-Year Mission and Goals
  - b. Criteria for Substantial Deviations and Significant Amendments
  - c. Other Information Requested by HUD
    - i. Resident Advisory Board Membership and Consultation Process
    - ii. Resident Membership on the PHA Governing Board
    - iii. PHA Statement of Consistency with Consolidated Plan
    - iv. (Reserved)
- ☐ 10. Project-Based Voucher Program
- ☒ 11. Supporting Documents Available for Review
- ☒ 12. FY 2005 & 2006 Capital Fund Program and Capital Fund Program Replacement Housing Factor, Annual Statement/Performance and Evaluation Report
- ☒ 13. Capital Fund Program 5-Year Action Plan
- ☐ 14. Other (List below, providing name for each item)
  - Attachment SC01908 also includes the following documents:
    - \* 2007 Capital Fund Budget (SC16P01950107)
    - In conjunction with the ongoing 2005 and 2006 Capital Fund Programs, the Union Housing Authority was approved to participate in the Capital Fund Financing Program. A budget for this program funding is also included.
    - 2009 Proposed Capital Fund Budget (To Complete 5-Year Plan Period)

#### **B. SEPARATE HARD COPY SUBMISSIONS TO LOCAL HUD FIELD OFFICE**

**Form HUD-50077, PHA Certifications of Compliance with the PHA Plans and Related Regulations: Board Resolution to Accompany the Standard Annual, Standard Five-Year,**

and Streamlined Five-Year/Annual Plans;

Certification by State or Local Official of PHA Plan Consistency with Consolidated Plan.

For PHAs APPLYING FOR CAPITAL FUND PROGRAM (CFP) GRANTS:

**Form HUD-50070**, Certification for a Drug-Free Workplace;

**Form HUD-50071**, Certification of Payments to Influence Federal Transactions;

**Form SF-LLL & SF-LLLa**, Disclosure of Lobbying Activities.

### **Executive Summary (optional)**

[903.7(r)]. If desired, provide a brief overview of the contents of the streamlined 5-Year/Annual Plan.

**PHA goals are to increase interest and participation in Resident Council, establish Community Crime Watch program with resident involvement, instill neighborhood pride, promote communications between residents and management, and to encourage participation by all families in the resident response survey and in the programs made available to them to improve their quality of life.**

### **1. Statement of Housing Needs** [24 CFR Part 903.12 (b), 903.7(a)]

#### **A. Housing Needs of Families on the Public Housing and Section 8 Tenant- Based Assistance Waiting Lists**

State the housing needs of the families on the PHA's waiting list/s. **Complete one table for each type of PHA-wide waiting list administered by the PHA.** PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

#### **Strategy for Addressing Needs**

<b>Housing Needs of Families on the PHA's Waiting Lists</b>			
Waiting list type: (select one)			
<input type="checkbox"/>	Section 8 tenant-based assistance		
<input checked="" type="checkbox"/>	Public Housing		
<input type="checkbox"/>	Combined Section 8 and Public Housing		
<input type="checkbox"/>	Public Housing Site-Based or sub-jurisdictional waiting list (optional)		
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	45		112
Extremely low income <=30% AMI	43	96	
Very low income (>30% but <=50% AMI)	1	2	
Low income (>50% but <80% AMI)	1	2	
Families with children	23	51	
Elderly families	1	2	
Families with Disabilities	6	13	
Race: Caucasian	25	56	
Race: Black	20	44	
Race: Other	0	0	



Housing Needs of Families on the PHA's Waiting Lists			
Race/ethnicity			
Characteristics by Bedroom Size (Public Housing Only)			
1BR	95	22	
2 BR	84	8	
3 BR	80	10	
4 BR	22	3	
5 BR	6	2	
5+ BR	0	0	
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes If yes: How long has it been closed (# of months)? Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Housing Needs of Families on the PHA's Waiting Lists			
Waiting list type: (select one) ***Waiting list re-opened September 10, 2007 for one week and 355 applications were issued. These are being processed after which eligible families will be placed on the waiting list and issued vouchers when they become available. Twenty families have been notified and will be issued a voucher in October 2007.			
<input checked="" type="checkbox"/> Section 8 tenant-based assistance <input type="checkbox"/> Public Housing <input type="checkbox"/> Combined Section 8 and Public Housing <input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional) If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	*** 20		122
Extremely low income <=30% AMI	16	80	
Very low income (>30% but <=50% AMI)	4	20	
Low income (>50% but <80% AMI)			
Families with children	20	100	
Elderly families			
Families with Disabilities			
Race: Caucasian	7	35	
Race: Black	13	65	
Race/ethnicity			
Race/ethnicity			
Characteristics by Bedroom Size (Public Housing Only)			
1BR			
2 BR			
3 BR			
4 BR			
5 BR			

Housing Needs of Families on the PHA's Waiting Lists			
5+ BR			
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes If yes: Waiting list re-opened September 10, 2007 and was closed again after one week during which 355 applications were issued. How long has it been closed (# of months)? 1 Does the PHA expect to reopen the list in the PHA Plan year? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes ***Families displaced by federally declared displaced disasters***			

**B. Provide a brief description of the PHA's strategy for addressing the housing needs of families on the PHA's public housing and Section 8 waiting lists IN THE UPCOMING YEAR, and the Agency's reasons for choosing this strategy.**

**(1) Strategies**

**Need: Shortage of affordable housing for all eligible populations**

**Strategy 1. Maximize the number of affordable units available to the PHA within its current resources by:**

Select all that apply

- ☒ Employ effective maintenance and management policies to minimize the number of public housing units off-line
- ☒ Reduce turnover time for vacated public housing units
- ☒ Reduce time to renovate public housing units
- ☐ Seek replacement of public housing units lost to the inventory through mixed finance development
- ☐ Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- ☒ Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- ☐ Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- ☐ Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- ☐ Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- ☐ Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- ☐ Other (list below)

**Strategy 2: Increase the number of affordable housing units by:**

Select all that apply

- ☒ Apply for additional section 8 units should they become available
- ☐ Leverage affordable housing resources in the community through the creation of

mixed - finance housing

☐ Pursue housing resources other than public housing or Section 8 tenant-based assistance.

☒ Other: (list below) Not Applicable – There is not a shortage of available, affordable housing for all eligible populations in Union.

**Need: Specific Family Types: Families at or below 30% of median**

**Strategy 1: Target available assistance to families at or below 30 % of AMI**

Select all that apply

- ☐ Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
- ☐ Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance
- ☐ Employ admissions preferences aimed at families with economic hardships
- ☐ Adopt rent policies to support and encourage work
- ☐ Other: (list below)

**Need: Specific Family Types: Families at or below 50% of median**

**Strategy 1: Target available assistance to families at or below 50% of AMI**

Select all that apply

- ☐ Employ admissions preferences aimed at families who are working
- ☒ Adopt rent policies to support and encourage work
- ☐ Other: (list below)

**Need: Specific Family Types: The Elderly**

**Strategy 1: Target available assistance to the elderly:**

Select all that apply

- ☐ Seek designation of public housing for the elderly
- ☐ Apply for special-purpose vouchers targeted to the elderly, should they become available
- ☒ Other: (list below)  
Establish/Continue Partnership with Local Agencies that assist the elderly.

**Need: Specific Family Types: Families with Disabilities**

**Strategy 1: Target available assistance to Families with Disabilities:**

Select all that apply

- ☐ Seek designation of public housing for families with disabilities
- ☐ Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- ☐ Apply for special-purpose vouchers targeted to families with disabilities, should they become available
- ☒ Affirmatively market to local non-profit agencies that assist families with disabilities
- ☐ Other: (list below)

**Need: Specific Family Types: Races or ethnicities with disproportionate housing needs**

**Strategy 1: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:**

Select if applicable

- ☐ Affirmatively market to races/ethnicities shown to have disproportionate housing needs
- ☒ Other: (list below)  
Maintain relationship with local agencies to keep clients informed of programs/services offered by the Housing Authority of Union and local agencies.

**Strategy 2: Conduct activities to affirmatively further fair housing**

Select all that apply

- ☐ Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- ☐ Market the section 8 program to owners outside of areas of poverty /minority concentrations
- ☐ Other: (list below)

**Other Housing Needs & Strategies: (list needs and strategies below)**

**(2) Reasons for Selecting Strategies**

Of the factors listed below, select all that influenced the PHA's selection of the strategies it will pursue:

- ☒ Funding constraints
- ☐ Staffing constraints
- ☐ Limited availability of sites for assisted housing
- ☐ Extent to which particular housing needs are met by other organizations in the community
- ☐ Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- ☒ Influence of the housing market on PHA programs
- ☐ Community priorities regarding housing assistance

- ☐ Results of consultation with local or state government  
☒ Results of consultation with residents and the Resident Advisory Board  
☐ Results of consultation with advocacy groups  
☒ Other: (list below)

Our Section 8 waiting list was closed from September 19, 2005 and re-opened September 10, 2007 for one week. We issued 355 applications during that week. Vouchers will be issued to eligible families based on funding availability. The PHA will plan to apply for additional vouchers when applicable.

## **2. Statement of Financial Resources**

[24 CFR Part 903.12 (b), 903.7 (c)]

List on the following table the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year. Note: the table assumes that Federal public housing or tenant based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing supportive services, Section 8 tenant-based assistance, Section 8 supportive services or other.

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2007 grants)</b>		
a) Public Housing Operating Fund	615,221	
b) Public Housing Capital Fund	460,822	
c) HOPE VI Revitalization	0	
d) HOPE VI Demolition	0	
e) Annual Contributions for Section 8 Tenant-Based Assistance	1,095,774	
f) Resident Opportunity and Self-Sufficiency Grants	0	
g) Community Development Block Grant	0	
h) HOME	0	
Other Federal Grants (list below)		
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
<b>3. Public Housing Dwelling Rental Income</b>		
	180,000	Public Housing General Operations-Administrative & Maintenance
<b>4. Other income (list below)</b>		
Sales & Services	25,200	PH General Operations
<b>Non-Dwelling Rental</b>	4,500	PH General Operations

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
<b>4. Non-federal sources</b> (list below)		
<b>Investment Income-Public Housing</b>	27,390	PH General Operations
Investment Income-Capital Fund Financing	54,600	Capital Fund Renovations
<b>Investment Income – Section 8</b>	4,000	Sec.8 Tenant Based Administrative Expenses
<b>Total resources</b>	2,467,507	

### **3. PHA Policies Governing Eligibility, Selection, and Admissions**

[24 CFR Part 903.12 (b), 903.7 (b)]

#### **A. Public Housing**

Exemptions: PHAs that do not administer public housing are not required to complete subcomponent 3A.

##### **(1) Eligibility**

a. When does the PHA verify eligibility for admission to public housing? (select all that apply)

- ☐ When families are within a certain number of being offered a unit: (state number)
- ☐ When families are within a certain time of being offered a unit: (state time)
- ☒ Other: (describe)

Eligibility is determined within 1-2 weeks from date of application, with a re-determination within 1-2-weeks from family being offered a unit.

b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?

- ☒ Criminal or Drug-related activity
- ☒ Rental history
- ☐ Housekeeping
- ☒ Other (describe)

Other software program- Tenant P.I. – Provides information on credit reports, landlord history, income verification and criminal background checks.

c. ☒ Yes ☐ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

d. ☒ Yes ☐ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

e. ☐ Yes ☒ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

## **(2)Waiting List Organization**

a. Which methods does the PHA plan to use to organize its public housing waiting list  
(select all that apply)

- ☒ Community-wide list  
☐ Sub-jurisdictional lists  
☐ Site-based waiting lists  
☐ Other (describe)

b. Where may interested persons apply for admission to public housing?

- ☒ PHA main administrative office  
☐ PHA development site management office  
☐ Other (list below)

c. Site based waiting list

1. Has the PHA operated one or more site-based waiting lists in the previous year?  
If yes, complete the following table; if not skip to d.

Site-Based Waiting Lists				
Development Information: (Name, number, location)	Date Initiated	Initial mix of Racial, Ethnic or Disability Demographics	Current mix of Racial, Ethnic or Disability Demographics since Initiation of SBWL	Percent change between initial and current mix of Racial, Ethnic, or Disability demographics

2. What is the number of site based waiting list developments to which families may apply at one time? \_\_\_\_

3. How many unit offers may an applicant turn down before being removed from the site-based waiting list? \_\_\_\_

4. ☐ Yes ☐ No: Is the PHA the subject of any pending fair housing complaint by HUD or any court order or settlement agreement? If yes, describe the order, agreement or complaint and describe how use of a site-based waiting list will not violate or be inconsistent with the order, agreement or complaint below:

d. Site-Based Waiting Lists – Coming Year

If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to subsection **(3) Assignment**

1. How many site-based waiting lists will the PHA operate in the coming year?
2. ☐ Yes ☐ No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)?  
If yes, how many lists?
3. ☐ Yes ☐ No: May families be on more than one list simultaneously  
If yes, how many lists?
4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?
  - ☐ PHA main administrative office
  - ☐ All PHA development management offices
  - ☐ Management offices at developments with site-based waiting lists
  - ☐ At the development to which they would like to apply
  - ☐ Other (list below)

**(3) Assignment**

- a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)
  - ☐ One
  - ☒ Two
  - ☐ Three or More
- b. ☒ Yes ☐ No: Is this policy consistent across all waiting list types?
- c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

**(4) Admissions Preferences**

- a. Income targeting:
  - ☐ Yes ☒ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?
- b. Transfer policies:  
In what circumstances will transfers take precedence over new admissions? (list below)
  - ☒ Emergencies
  - ☒ Over-housed
  - ☒ Under-housed



- ☒ Medical justification
- ☐ Administrative reasons determined by the PHA (e.g., to permit modernization work)
- ☐ Resident choice: (state circumstances below)
- ☐ Other: (list below)

c. Preferences

1. ☒ Yes ☐ No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If “no” is selected, skip to subsection **(5) Occupancy**)
2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

- ☒ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- ☐ Victims of domestic violence
- ☐ Substandard housing
- ☐ Homelessness
- ☐ High rent burden (rent is > 50 percent of income)

Other preferences: (select below)

- ☒ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans’ families
- ☒ Residents who live and/or work in the jurisdiction
- ☒ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☒ Households that contribute to meeting income requirements (targeting)
- ☒ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)

3. If the PHA will employ admissions preferences, please prioritize by placing a “1” in the space that represents your first priority, a “2” in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use “1” more than once, “2” more than once, etc.

- ☒ 1 Date and Time

Former Federal preferences:

- ☒ 1 Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)

- ☐ Victims of domestic violence
- ☐ Substandard housing
- ☐ Homelessness
- ☐ High rent burden

Other preferences (select all that apply)

- ☒ 2 Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☒ 2 Residents who live and/or work in the jurisdiction
- ☒ 2 Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☒ 2 Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)

4. Relationship of preferences to income targeting requirements:

- ☐ The PHA applies preferences within income tiers
- ☒ Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

### **(5) Occupancy**

a. What reference materials can applicants and residents use to obtain information about the rules of occupancy of public housing (select all that apply)

- ☒ The PHA-resident lease
- ☒ The PHA's Admissions and (Continued) Occupancy policy
- ☒ PHA briefing seminars or written materials
- ☐ Other source (list)

b. How often must residents notify the PHA of changes in family composition? (select all that apply)

- ☒ At an annual reexamination and lease renewal
- ☒ Any time family composition changes
- ☒ At family request for revision
- ☐ Other (list)

### **(6) Deconcentration and Income Mixing**

a. ☐ Yes ☒ No: Does the PHA have any general occupancy (family) public housing developments covered by the deconcentration rule? If no, this section is complete. If yes, continue to the next question.

- b. ☐ Yes ☐ No: Do any of these covered developments have average incomes above or below 85% to 115% of the average incomes of all such developments? If no, this section is complete. If yes, list these developments on the following table:

Deconcentration Policy for Covered Developments			
Development Name	Number of Units	Explanation (if any) [see step 4 at §903.2(c)(1)(iv)]	Deconcentration policy (if no explanation) [see step 5 at §903.2(c)(1)(v)]

## B. Section 8

Exemptions: PHAs that do not administer section 8 are not required to complete sub-component 3B.

**Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

### (1) Eligibility

- a. What is the extent of screening conducted by the PHA? (select all that apply)
- ☒ Criminal or drug-related activity only to the extent required by law or regulation
  - ☐ Criminal and drug-related activity, more extensively than required by law or regulation
  - ☐ More general screening than criminal and drug-related activity (list factors):
  - ☒ Other (list below)  
Other software program – Tenant P.I. – Provides information on credit reports, landlord history, income verifications and criminal background checks.
- b. ☒ Yes ☐ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- c. ☒ Yes ☐ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- d. ☐ Yes ☒ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)
- e. Indicate what kinds of information you share with prospective landlords? (select all that apply)
- ☒ Criminal or drug-related activity
  - ☐ Other (describe below)

## **(2) Waiting List Organization**

- a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)

- ☒ None  
☐ Federal public housing  
☐ Federal moderate rehabilitation  
☐ Federal project-based certificate program  
☐ Other federal or local program (list below)

- b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)

- ☒ PHA main administrative office  
☐ Other (list below)

## **(3) Search Time**

- a. ☒ Yes ☐ No: Does the PHA give extensions on standard 60-day period to search for a unit?

If yes, state circumstances below:

**Extenuating circumstances such as a need for large number of bedrooms based on family size, disability accessible units, medical emergencies.**

## **(4) Admissions Preferences**

- a. Income targeting

- ☐ Yes ☒ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at or below 30% of median area income?

- b. Preferences

1. ☒ Yes ☐ No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences

- ☒ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)  
☐ Victims of domestic violence  
☐ Substandard housing

- ☐ Homelessness
- ☐ High rent burden (rent is > 50 percent of income)

Other preferences (select all that apply)

- ☐ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☐ Residents who live and/or work in your jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☒ Other preference(s) (list below)
  - 1- Participants in any "special" (non-waiting list) assistance targeted by HUD for families living in specified units;
  - 2- Participants displaced because of demolition or disposition of a public or Indian housing project;
  - 3- Participants received from another PHA under the Statutory or Regulatory Portability requirements;
  - 4- Participants who are victims of federally-declared disasters.

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

☒ 1 Date and Time

Former Federal preferences:

- ☐ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- ☐ Victims of domestic violence
- ☐ Substandard housing
- ☐ Homelessness
- ☐ High rent burden

Other preferences (select all that apply)

- ☐ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☐ Residents who live and/or work in your jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs

- ☐ Victims of reprisals or hate crimes
- ☒ 2 Other preference(s) (list below)
- 1- Participants in any "special" (non-waiting list) assistance targeted by HUD for families living in specified units;
  - 2- Participants displaced because of demolition or disposition of a public or Indian housing project;
  - 3- Participants received from another PHA under the Statutory or Regulatory Portability requirements;
  - 4- Participants who are victims of federally-declared disasters.
4. Among applicants on the waiting list with equal preference status, how are applicants selected? (select one)
- ☒ Date and time of application
- ☐ Drawing (lottery) or other random choice technique
5. If the PHA plans to employ preferences for "residents who live and/or work in the jurisdiction" (select one)
- ☒ This preference has previously been reviewed and approved by HUD
- ☐ The PHA requests approval for this preference through this PHA Plan
6. Relationship of preferences to income targeting requirements: (select one)
- ☐ The PHA applies preferences within income tiers
- ☒ Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

#### **(5) Special Purpose Section 8 Assistance Programs**

- a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions to any special-purpose section 8 program administered by the PHA contained? (select all that apply)
- ☒ The Section 8 Administrative Plan
- ☐ Briefing sessions and written materials
- ☐ Other (list below)
- b. How does the PHA announce the availability of any special-purpose section 8 programs to the public?
- ☒ Through published notices
- ☐ Other (list below)

#### **4. PHA Rent Determination Policies**

[24 CFR Part 903.12(b), 903.7(d)]

#### **A. Public Housing**

Exemptions: PHAs that do not administer public housing are not required to complete sub-component 4A.

### **(1) Income Based Rent Policies**

Describe the PHA's income based rent setting policy/ies for public housing using, including discretionary (that is, not required by statute or regulation) income disregards and exclusions, in the appropriate spaces below.

a. Use of discretionary policies: (select one of the following two)

- ☒ The PHA will not employ any discretionary rent-setting policies for income-based rent in public housing. Income-based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub-component (2))
- ☐ The PHA employs discretionary policies for determining income-based rent (If selected, continue to question b.)

b. Minimum Rent

1. What amount best reflects the PHA's minimum rent? (select one)

- ☐ \$0  
☒ \$1-\$25  
☐ \$26-\$50

2. ☐ Yes ☒ No: Has the PHA adopted any discretionary minimum rent hardship exemption policies?

3. If yes to question 2, list these policies below:

c. Rents set at less than 30% of adjusted income

1. ☐ Yes ☒ No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?

2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below:

d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply)

- ☐ For the earned income of a previously unemployed household member  
☐ For increases in earned income  
☐ Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

☐ Fixed percentage (other than general rent-setting policy)  
If yes, state percentage/s and circumstances below:

- ☐ For household heads
- ☐ For other family members
- ☐ For transportation expenses
- ☐ For the non-reimbursed medical expenses of non-disabled or non-elderly families
- ☐ Other (describe below)

e. Ceiling rents

1. Do you have ceiling rents? (rents set at a level lower than 30% of adjusted income)  
(select one)

- ☐ Yes for all developments
- ☐ Yes but only for some developments
- ☒ No

2. For which kinds of developments are ceiling rents in place? (select all that apply)

- ☐ For all developments
- ☐ For all general occupancy developments (not elderly or disabled or elderly only)
- ☐ For specified general occupancy developments
- ☐ For certain parts of developments; e.g., the high-rise portion
- ☐ For certain size units; e.g., larger bedroom sizes
- ☐ Other (list below)

3. Select the space or spaces that best describe how you arrive at ceiling rents (select all that apply)

- ☐ Market comparability study
- ☐ Fair market rents (FMR)
- ☐ 95<sup>th</sup> percentile rents
- ☐ 75 percent of operating costs
- ☐ 100 percent of operating costs for general occupancy (family) developments
- ☐ Operating costs plus debt service
- ☐ The "rental value" of the unit
- ☐ Other (list below)

f. Rent re-determinations:

1. Between income reexaminations, how often must tenants report changes in income or family composition to the PHA such that the changes result in an adjustment to rent?  
(select all that apply)

- ☐ Never
- ☐ At family option
- ☐ Any time the family experiences an income increase



- ☐ Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)\_\_\_\_\_
- ☒ Other (list below)

Family must report changes in family composition and/or income at time of change.

- g. ☐ Yes ☒ No: Does the PHA plan to implement individual savings accounts for residents (ISAs) as an alternative to the required 12 month disallowance of earned income and phasing in of rent increases in the next year?

## **(2) Flat Rents**

a. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)

- ☒ The section 8 rent reasonableness study of comparable housing
- ☐ Survey of rents listed in local newspaper
- ☐ Survey of similar unassisted units in the neighborhood
- ☒ Other (list/describe below)
- Comparison of local rent reasonableness study and current Fair Market Rent schedule. These "Flat Rents" are reviewed annually at recertification.

## **B. Section 8 Tenant-Based Assistance**

Exemptions: PHAs that do not administer Section 8 tenant-based assistance are not required to complete sub-component 4B. **Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

### **(1) Payment Standards**

Describe the voucher payment standards and policies.

a. What is the PHA's payment standard? (select the category that best describes your standard)

- ☒ At or above 90% but below 110% of FMR
- ☐ 100% of FMR
- ☐ Above 100% but at or below 110% of FMR
- ☐ Above 110% of FMR (if HUD approved; describe circumstances below)

b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply)

- ☐ FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area
- ☐ The PHA has chosen to serve additional families by lowering the payment standard
- ☐ Reflects market or submarket

☐ Other (list below)

c. If the payment standard is higher than FMR, why has the PHA chosen this level?  
(select all that apply)

- ☐ FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area
- ☒ Reflects market or submarket
- ☒ To increase housing options for families
- ☐ Other (list below)

d. How often are payment standards reevaluated for adequacy? (select one)

- ☒ Annually
- ☐ Other (list below)

e. What factors will the PHA consider in its assessment of the adequacy of its payment standard? (select all that apply)

- ☒ Success rates of assisted families
- ☒ Rent burdens of assisted families
- ☐ Other (list below)

## **(2) Minimum Rent**

a. What amount best reflects the PHA's minimum rent? (select one)

- ☐ \$0
- ☒ \$1-\$25
- ☐ \$26-\$50

b. ☐ Yes ☒ No: Has the PHA adopted any discretionary minimum rent hardship exemption policies? (if yes, list below)

## **5. Capital Improvement Needs**

[24 CFR Part 903.12(b), 903.7 (g)]

Exemptions from Component 5: Section 8 only PHAs are not required to complete this component and may skip to Component 6.

### **A. Capital Fund Activities**

Exemptions from sub-component 5A: PHAs that will not participate in the Capital Fund Program may skip to component 5B. All other PHAs must complete 5A as instructed.

#### **(1) Capital Fund Program**

a. ☒ Yes ☐ No Does the PHA plan to participate in the Capital Fund Program in the upcoming year? If yes, complete items 12 and 13 of this template (Capital Fund Program tables). If no, skip to B. See Attachment SC019a11.

- b. ☒ Yes ☐ No: Does the PHA propose to use any portion of its CFP funds to repay debt incurred to finance capital improvements? If so, the PHA must identify in its annual and 5-year capital plans the development(s) where such improvements will be made and show both how the proceeds of the financing will be used and the amount of the annual payments required to service the debt. (Note that separate HUD approval is required for such financing activities.). The Union Housing Authority has been approved to participate in the Capital Fund Financing Program (CFFP). Information pertaining to this program is included in Attachment SC019a08.

## **B. HOPE VI and Public Housing Development and Replacement Activities**

### **(Non-Capital Fund)**

Applicability of sub-component 5B: All PHAs administering public housing. Identify any approved HOPE VI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

#### **(1) Hope VI Revitalization**

- a. ☐ Yes ☒ No: Has the PHA received a HOPE VI revitalization grant? (if no, skip to next component; if yes, provide responses to questions on chart below for each grant, copying and completing as many times as necessary)
- b. Status of HOPE VI revitalization grant (complete one set of questions for each grant)  
Development name:  
Development (project) number:  
Status of grant: (select the statement that best describes the current status)  
☐ Revitalization Plan under development  
☐ Revitalization Plan submitted, pending approval  
☐ Revitalization Plan approved  
☐ Activities pursuant to an approved Revitalization Plan underway
- c. ☐ Yes ☐ No: Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year? If yes, list development name/s below:
- d. ☐ Yes ☐ No: Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year? If yes, list developments or activities below:

- e. ☐ Yes ☐ No: Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement? If yes, list developments or activities below:

## **6. Demolition and Disposition**

[24 CFR Part 903.12(b), 903.7 (h)]

Applicability of component 6: Section 8 only PHAs are not required to complete this section.

- a. ☐ Yes ☒ No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 or 24 (Hope VI) of the U.S. Housing Act of 1937 (42 U.S.C. 1437p) or Section 202/Section 33 (Mandatory Conversion) in the plan Fiscal Year? (If “No”, skip to component 7; if “yes”, complete one activity description for each development on the following chart.)

<b>Demolition/Disposition Activity Description</b>
1a. Development name:
1b. Development (project) number:
2. Activity type: Demolition <input type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted, or planned for submission: (DD/MM/YY)
5. Number of units affected:
6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: b. Projected end date of activity:

## **7. Section 8 Tenant Based Assistance--Section 8(y) Homeownership Program**

[24 CFR Part 903.12(b), 903.7(k)(1)(i)]

- (1) ☐ Yes ☒ No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If “No”, skip to the next component; if “yes”, complete each program description below (copy and complete questions for each program identified.)

## **(2) Program Description**

### **a. Size of Program**

☐ Yes ☐ No: Will the PHA limit the number of families participating in the Section 8 homeownership option?

If the answer to the question above was yes, what is the maximum number of participants this fiscal year? \_\_\_\_

### **b. PHA-established eligibility criteria**

☐ Yes ☐ No: Will the PHA's program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria?

If yes, list criteria below:

### **c. What actions will the PHA undertake to implement the program this year (list)?**

## **(3) Capacity of the PHA to Administer a Section 8 Homeownership Program**

The PHA has demonstrated its capacity to administer the program by (select all that apply):

- a. ☐ Establishing a minimum homeowner downpayment requirement of at least 3 percent of purchase price and requiring that at least 1 percent of the purchase price comes from the family's resources.
- b. ☐ Requiring that financing for purchase of a home under its Section 8 homeownership will be provided, insured or guaranteed by the state or Federal government; comply with secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards.
- c. ☐ Partnering with a qualified agency or agencies to administer the program (list name(s) and years of experience below).
- d. ☐ Demonstrating that it has other relevant experience (list experience below).

## **8. Civil Rights Certifications**

[24 CFR Part 903.12 (b), 903.7 (o)]

Civil rights certifications are included in the *PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations: Board Resolution to Accompany the Standard Annual, Standard Five-Year, and Streamlined Five-Year/Annual Plans*, which is submitted to the Field Office in hard copy—see Table of Contents.

## **9. Additional Information**

[24 CFR Part 903.12 (b), 903.7 (r)]

## **A. PHA Progress in Meeting the Mission and Goals Described in the 5-Year Plan**

*(Provide a statement of the PHA's progress against the goals and objectives established in the previous*

*5-Year Plan for the period FY 2005 - 2009*

*The PHA is proceeding with the projected goals and objectives established in the 2005-2009 Five Year Plan. The 2005 CFP funds have been expended, and the 2006 CFP and the CFFP funds are being utilized for the on-going replacement of windows and screens (approximately 50% complete) and the installation of HVAC in the dwelling units (approximately 20% complete). Other identified work items will be addressed in subsequent Capital Fund budgets.*

## **B. Criteria for Substantial Deviations and Significant Amendments**

### **(1) Amendment and Deviation Definitions**

24 CFR Part 903.7(r)

PHAs are required to define and adopt their own standards of substantial deviation from the 5-year Plan and Significant Amendment to the Annual Plan. The definition of significant amendment is important because it defines when the PHA will subject a change to the policies or activities described in the Annual Plan to full public hearing and HUD review before implementation.

- a. Substantial Deviation from the 5-Year Plan
- b. Significant Amendment or Modification to the Annual Plan

## **C. Other Information**

[24 CFR Part 903.13, 903.15]

### **(1) Resident Advisory Board Recommendations**

- a. ☒ Yes ☐ No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?

If yes, provide the comments below: See Attachment SC019a02

- b. In what manner did the PHA address those comments? (select all that apply)

☒ Considered comments, but determined that no changes to the PHA Plan were

necessary.

☐ The PHA changed portions of the PHA Plan in response to comments  
List changes below:

☐ Other: (list below)

## (2) Resident Membership on PHA Governing Board

The governing board of each PHA is required to have at least one member who is directly assisted by the PHA, unless the PHA meets certain exemption criteria. Regulations governing the resident board member are found at 24 CFR Part 964, Subpart E.

a. Does the PHA governing board include at least one member who is directly assisted by the PHA this year?

☒ Yes ☐ No:

If yes, complete the following:

Name of Resident Member of the PHA Governing Board: Ms. Kay F. Young

Method of Selection:

☒ Appointment

**The term of appointment is (include the date term expires):**

**Ms. Kay F. Young was appointed by the Mayor of the City of Union, Mr. Bruce Morgan. Her term will expire December 21, 2007.**

Election by Residents (if checked, complete next section--Description of Resident Election Process)

### Description of Resident Election Process

Nomination of candidates for place on the ballot: (select all that apply)

- ☐ Candidates were nominated by resident and assisted family organizations
- ☐ Candidates could be nominated by any adult recipient of PHA assistance
- ☐ Self-nomination: Candidates registered with the PHA and requested a place on ballot
- ☐ Other: (describe)

Eligible candidates: (select one)

- ☐ Any recipient of PHA assistance
- ☐ Any head of household receiving PHA assistance
- ☐ Any adult recipient of PHA assistance
- ☐ Any adult member of a resident or assisted family organization
- ☐ Other (list)

Eligible voters: (select all that apply)

- ☐ All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)
- ☐ Representatives of all PHA resident and assisted family organizations
- ☒ Other : South Carolina law requires local unit of government to select persons that serve on the PHA's Board of Commissioners. All Commissioners for the Union Housing Authority are appointed by the Mayor and reviewed and approved by City Council members.

b. If the PHA governing board does not have at least one member who is directly assisted by the PHA, why not?

- ☐ The PHA is located in a State that requires the members of a governing board to be salaried and serve on a full time basis
- ☐ The PHA has less than 300 public housing units, has provided reasonable notice to the resident advisory board of the opportunity to serve on the governing board, and has not been notified by any resident of their interest to participate in the Board.
- ☐ Other (explain):

Date of next term expiration of a governing board member:

Name and title of appointing official(s) for governing board (indicate appointing official for the next available position):

**(3) PHA Statement of Consistency with the Consolidated Plan**

[24 CFR Part 903.15]

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary).

**Consolidated Plan jurisdiction: State of South Carolina**

a. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply):

- ☐ The PHA has based its statement of needs of families on its waiting list on the needs expressed in the Consolidated Plan/s.
- ☐ The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- ☒ The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- ☐ Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)
- ☐ Other: (list below)

b. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

**(4) (Reserved)**

Use this section to provide any additional information requested by HUD.



## **10. Project-Based Voucher Program**

a. ☐ Yes ☒ No: Does the PHA plan to “project-base” any tenant-based Section 8 vouchers in the coming year? If yes, answer the following questions.

b. ☐ Yes ☐ No: Are there circumstances indicating that the project basing of the units, rather than tenant-basing of the same amount of assistance is an appropriate option?

If yes, check which circumstances apply:

- ☐ Low utilization rate for vouchers due to lack of suitable rental units  
☐ Access to neighborhoods outside of high poverty areas  
☐ Other (describe below:)

c. Indicate the number of units and general location of units (e.g. eligible census tracts or smaller areas within eligible census tracts):

## **11. List of Supporting Documents Available for Review for Streamlined**

### **Five-Year/ Annual PHA Plans**

PHAs are to indicate which documents are available for public review by placing a mark in the “Applicable & On Display” column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Related Plan Component</b>
X	<i>PHA Certifications of Compliance with the PHA Plans and Related Regulations and Board Resolution to Accompany the Standard Annual, Standard Five-Year, and Streamlined Five-Year/Annual Plans.</i>	Standard 5 Year and Annual Plans; streamlined 5 Year Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan.	5 Year Plans
X	Fair Housing Documentation Supporting Fair Housing Certifications: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement.	5 Year and Annual Plans
X	Housing Needs Statement of the Consolidated Plan for the jurisdiction(s) in which the PHA is located and any additional backup data to support statement of housing needs for families on the PHA’s public housing and Section 8 tenant-based waiting lists.	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O/ACOP), which includes the Tenant Selection and Assignment Plan [TSAP] and the Site-Based Waiting List Procedure.	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Any policy governing occupancy of Police Officers and Over-Income Tenants in Public Housing. <input checked="" type="checkbox"/> Check here if included in the public housing A&O Policy.	Annual Plan: Eligibility, Selection, and Admissions Policies

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the method for setting public housing flat rents. <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development. <input type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies (if included in plan, not necessary as a supporting document) and written analysis of Section 8 payment standard policies. <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan.	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation).	Annual Plan: Operations and Maintenance
X	Results of latest Public Housing Assessment System (PHAS) Assessment (or other applicable assessment).	Annual Plan: Management and Operations
X	Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary)	Annual Plan: Operations and Maintenance and Community Service & Self-Sufficiency
X	Results of latest Section 8 Management Assessment System (SEMAP)	Annual Plan: Management and Operations
X	Any policies governing any Section 8 special housing types <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Operations and Maintenance
N/A	Consortium agreement(s).	Annual Plan: Agency Identification and Operations/ Management
X	Public housing grievance procedures <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures. <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan.	Annual Plan: Grievance Procedures
X	The Capital Fund/Comprehensive Grant Program Annual Statement /Performance and Evaluation Report for any active grant year.	Annual Plan: Capital Needs
X	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grants.	Annual Plan: Capital Needs
N/A	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans, or any other approved proposal for development of public housing.	Annual Plan: Capital Needs
X	Self-evaluation, Needs Assessment and Transition Plan required by regulations implementing Section 504 of the Rehabilitation Act and the Americans with Disabilities Act. See PIH Notice 99-52 (HA).	Annual Plan: Capital Needs
N/A	Approved or submitted applications for demolition and/or disposition of public housing.	Annual Plan: Demolition and Disposition
N/A	Approved or submitted applications for designation of public housing (Designated Housing Plans).	Annual Plan: Designation of Public Housing
N/A	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act, Section 22 of the US Housing Act of 1937, or Section 33 of the US Housing Act of 1937.	Annual Plan: Conversion of Public Housing
N/A	Documentation for required Initial Assessment and any additional information required by HUD for Voluntary Conversion.	Annual Plan: Voluntary Conversion of Public Housing
N/A	Approved or submitted public housing homeownership programs/plans.	Annual Plan: Homeownership
N/A	Policies governing any Section 8 Homeownership program	Annual Plan:

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Related Plan Component</b>
	(Section _____ of the Section 8 Administrative Plan)	Homeownership
N/A	Public Housing Community Service Policy/Programs <input type="checkbox"/> Check here if included in Public Housing A & O Policy	Annual Plan: Community Service & Self-Sufficiency
N/A	Cooperative agreement between the PHA and the TANF agency and between the PHA and local employment and training service agencies.	Annual Plan: Community Service & Self-Sufficiency
N/A	FSS Action Plan(s) for public housing and/or Section 8.	Annual Plan: Community Service & Self-Sufficiency
X	Section 3 documentation required by 24 CFR Part 135, Subpart E for public housing.	Annual Plan: Community Service & Self-Sufficiency
N/A	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports for public housing.	Annual Plan: Community Service & Self-Sufficiency
X	Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G). <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy.	Pet Policy
X	The results of the most recent fiscal year audit of the PHA conducted under the Single Audit Act as implemented by OMB Circular A-133, the results of that audit and the PHA's response to any findings.	Annual Plan: Annual Audit
N/A	Consortium agreement(s), if a consortium administers PHA programs.	Joint PHA Plan for Consortia
N/A	Consortia Joint PHA Plans ONLY: Certification that consortium agreement is in compliance with 24 CFR Part 943 pursuant to an opinion of counsel on file and available for inspection	Joint PHA Plan for Consortia
	Other supporting documents (optional). List individually.	(Specify as needed)

## **Attachments**

**ATTACHMENT NO. SC019a01:**

**2008 Capital Fund Program (Proposed Budget)  
and Five-Year Action Plan (2009-2012)**

**ATTACHMENT NO. SC019a02:**

**Comments From Resident Advisory Board**

**ATTACHMENT NO. SC019a03:**

**PHA's Certification of Compliance with the PHA Plans and  
Related Regulations**

**ATTACHMENT NO. SC019a04:**

**Certification of Consistency with the Consolidated Plan**

**ATTACHMENT NO. SC019a05:**

**Certification for Drug-Free Workplace**

**ATTACHMENT NO. SC019a06:**

**Certification of Payments to Influence Transactions**

**ATTACHMENT NO. SC019a07:**

**Disclosure of Lobbying Activities**

**ATTACHMENT NO. SC019a08:**

**Annual Statement/Performance & Evaluation Reports for  
Period Ended 9/30/2007:**

**CFP Grant NO. SC16P01950105 (2005) "FINAL"**

**CFP Grant NO. SC16P01950106 (2006)**

**CFFP 2005 (Capital Fund Bond Financing) Budget**

**CFP Grant NO. SC16P01950107 (2007)**

**ATTACHMENT NO. SC019a01**

**2008 CAPITAL FUND PROGRAM BUDGET**

## 2008 CAPITAL FUND PROGRAM BUDGET

<b>CAPITAL FUND PROGRAM BUDGET</b>					
Annual Statement/Performance and Evaluation Report/Original Budget <u>  X  </u> Revision No. <u>        </u>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
<b>PHA Name:</b> Housing Authority of Union, S. C. 201 Porter Street P.O. Box 664 Union, South Carolina 29379-0664		<b>Grant Type and Number</b> Capital Fund Program Grant No: SC16P01950108 Replacement Housing Factor Grant No:			<b>Federal FY of Grant</b> 2008
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: ) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	24,463.00			
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	326,892.12			
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1502 Contingency				
19	9000 Capital Fund Borrowing Debt Service				
20	9002 Capital Fund Borrowing Loan Debt Obligation	109,466.88			
21	Amount of Annual Grant: (sum of lines 2 – 20)	460,822.00			
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				

		<b>Original</b>	<b>Revised</b>	<b>Obligated</b>	<b>Expended</b>
26	Amount of line 21 Related to Energy Conservation Measures				

**Annual Statement/Performance and Evaluation Report/ Original Budget   X   Revision**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**  
**Part II: Supporting Pages**

PHA Name: Housing Authority of Union, S.C.		<b>Grant Type and Number</b> Capital Fund Program Grant No:SC16P01950108 Replacement Housing Factor Grant No:				Federal FY of Grant: 2008		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	No Of Item	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PHA WIDE	Capital Fund Financing Loan Debt Obligation	9002		109,466.88		-0-		
PHA WIDE	A & E Fees	1430		24,463.00		-0-		
SC 19-001	Relamp all light fixtures with 13 watt fluorescent bulbs	1460	86 DU	5,438.12		-0-		
SC 19-002	Relamp all light fixtures with 13 watt fluorescent bulbs	1460	64 DU	4,000.00		-0-		
SC 19-003	Relamp all light fixtures with 13 watt fluorescent bulbs	1460	120 DU	7,500.00		-0-		
	Replace Roofs-38 Bldgs.	1460	38	255,015		-0-		
SC 19-005	Replace Roofs-9 Bldgs.	1460	9	53,749		-0-		
	Relamp all light fixtures with 13 watt fluorescent bulbs	1460	17 DU	1,190				



**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**  
**Part III: Implementation Schedule**

PHA Name: Housing Authority of Union, S.C.		<b>Grant Type and Number</b> Capital Fund Program No: SC16P01950108 Replacement Housing Factor No:					Federal FY of Grant: 2008
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
SC 19-001, 19-002, 19-003 & 19-005	09/30/2010			09/30/2012			

## Capital Fund Program Five-Year Action Plan

### Part II: Supporting Pages – Work Activities

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
SC019-001, 002, 003, & 005	PHA WIDE	8	3%
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
BOND PAYMENT		109,467	01/01/2009
A&E FEES		17,360	01/01/2009
OPERATIONS-Maintenance Personnel		45,000	01/01/2009
BOND PAYMENT		109,467	01/01/2010
A&E FEES		23,048	01/01/2010
OPERATIONS-Maintenance Personnel		36,958	01/01/2010
BOND PAYMENT		109,467	01/01/2011
A&E FEES		21,447	01/01/2011
OPERATIONS-Maintenance Personnel		45,000	01/01/2011
BOND PAYMENT		109,467	01/01/2012
Total estimated cost over next 5 years			

## Part II: Supporting Pages – Work Activities

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
SC019-001	19-001	3	3%	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Install Cable & Phone Drops in Living Room &All Bedrooms Site Improvements  Replace Base Cabinets, Counter Tops, Install new Sink & Range Hood, Refinish Top Cabinets & Replace Cabinet Hardware, Replace Washing Machine Drain & Install New Outside Faucets Install New 1.6 Gallon Flush Toilets & New Cast Iron Floor Flange  Install Flow Restrictors at Kitchen & Bathroom Sinks  Replace Gas Water Heaters With Electric Water Heaters. Install New Outlet, Breaker & Wire. Replace Gas Cook Stove With Electric Cook Stove. Install New Outlet, Breaker & Wire			25,800	01/01/2009
			40,000	01/01/2009
			261,249	01/01/2010
			30,100	01/01/2010
			1,720	01/01/2011
			68,800	01/01/2012
			64,500	01/01/2012
Total estimated cost over next 5 years				

## Capital Fund Program Five-Year Action Plan

### Part II: Supporting Pages – Work Activities

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
SC019-002	19-002	1	2%
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
Revitalize Community/Rec. Building & Add Office		139,249	01/01/2009
Install Cable & Phone Drops in Living Rooms & All Bedrooms		19,200	01/01/2009
Site Improvements		23,646	01/01/2009
Install New 1.6 Gallon Flush Toilets & New Cast Iron Floor Flange		22,400	01/01/2011
Replace Base Cabinets, Counter Tops, Install New Sink & Range Hood, Refinish Top Cabinets & Replace Cabinet Hardware, Replace Washing Machine Drain & Install New Outside Faucet.		195,249	01/01/2011
Install Flow Restrictors at Kitchen & Bathroom Sinks		1,280	01/01/2011
Site Improvements		13,569	01/01/2011
Replace Gas Water Heaters with Electric Water Heaters. Install New Outlet, Breaker & Wire		51,200	01/01/2012
Replace Gas Cook Stoves with Electric Cook Stoves. Install New Outlet, Breaker & Wire		48,356	01/01/2012
Total estimated cost over next 5 years			

## Capital Fund Program Five-Year Action Plan

### Part II: Supporting Pages – Work Activities

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
SC019-003	19-003	5	4%
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
Install Cable & Phone Drops in Living Rooms & All Bedrooms		36,000	01/01/2009
Install Water Flow Restrictors at Kitchen Sinks, Bathroom Sinks		2,400	01/01/2011
Install New 1.6 Gallon Flush Toilets & New Flange		42,000	01/01/2011
Replace Gas Water Heaters with Electric Water Heaters. Install New Outlet, Breaker & Wire.		69,649	01/01/2012
Replace Gas Cook Stove with Electric Cook Stove. Install New Outlet, Breaker & Wire		35,250	01/01/2012
Total estimated cost over next 5 years			

## Capital Fund Program Five-Year Action Plan

### Part II: Supporting Pages – Work Activities

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
SC019-005	19-005 (Hunt Drive Apts.)	0	0%

Description of Needed Physical Improvements or Management Improvements	Estimated Cost	Planned Start Date (HA Fiscal Year)
Install Cable & Phone Drops in All Bedrooms & Living Rooms	5,100	01/01/2009
Install Water Flow Restrictors On Kitchen Sinks, Bathroom Sinks	340	01/01/2011
Install New 1.6 Gallon Flush Toilets & New Flange	5,950	01/01/2011
Replace Gas Water Heaters with Electric Water Heaters. Install New Outlet, Breaker & Wire	13,600	01/01/2012
<b>Total estimated cost over next 5 years</b>		

**ATTACHMENT SC019a02: RESIDENT ADVISORY BOARD**

Patricia Crocker ..... 108 Columbus Street  
Carol Dangerfield..... 106 Columbus Street  
Shirley Hunter ..... 204 Lipsey Street  
Kathy Norman ..... 111 New Street  
Betty Jeter..... 104 New Street  
Sharon Smith ..... 136 Horseshoe Circle  
Albert Sanders, Jr. .... 104-A Cogdell Plaza  
Mary Hampton ..... 109-C Cogdell Plaza  
Gary Sizemore ..... 107-B Cogdell Plaza  
Christy Bannister ..... Apt. #13 Hunt Drive Apts.  
Sarah Stewart ..... Apt. # 11 Hunt Drive Apts.  
Marietta Jeter.....102-C Cogdell Plaza

The Resident Advisory Board met September 12, 2007 to review and discuss the 2008 Annual and Five-Year Plan, with sixteen (16) in attendance. Mr. Russell welcomed everyone and thanked the RAB members for their willingness to serve. Mr. Russell explained the purpose of the Annual & Five-Year Plans. The Plans were reviewed and the group discussed the planned work items which when completed will make the units more energy efficient, economical and enjoyable. Mr. Russell challenged the RAB to become more active in their community and neighborhood, and to encourage resident participation in activities/services offered to them to improve their quality of life. He encouraged each resident to take pride in their homes and neighborhoods and to ask neighbors to get involved in keeping their area clean and attractive. Residents were encouraged to be aware of their surroundings and to report any unfavorable activities or occurrences they may see. They were encouraged to maintain open communication between resident, management and local police, when needed. Residents were encouraged to be responsible for their own neighborhoods. Attendance at monthly Board meetings was encouraged for RAB and all residents. RAB members were urged to meet at least quarterly to stay active and informed. Encouraged participation in resident service opportunities, as this will also assist them in meeting community service requirements. Residents were in favor of the work items covered in the

Plans and comments included the following:

- 1- Lipsey Street/Chambers Ave/West Henrietta St. area – Reports of outsiders coming in to sell drugs – trying to involve children. When she tells them to leave, they do not. Mr. Russell asked that they call police, or if resident doesn't want to make call, then let him know, and he will relay information to police.
- 2- New Street/Horseshoe Circle area- Non-residents are placing trash and other items in the dumpsters designated for residents. Suggested more lighting may assist in getting tag numbers on vehicles.
- 3- Cogdell Plaza area – Residents reported cracked sidewalks and unsafe for residents.

- 4- RAB members want to meet quarterly and involve residents from each community to give input as to their neighborhoods.**
- 5- Residents were in favor of site improvements that have been done and the HA's continuing and proposed efforts to curtail crime. Residents expressed satisfaction with services and programs offered.**

**Following discussion, members were in agreement with the provisions of the Plans and no changes were necessary to the Annual and Five-Year Plans. A Public Hearing was also held October 1, 2007, with no changes to the Plans**





## **ATTACHMENT SC019a08**

### **ANNUAL STATEMENT/PERFORMANCE & EVALUATION REPORTS FOR PERIOD ENDED 09/30/2007:**

**CFP Grant No. SC16P01950105 (2005)**  
**CFFP –CAPITAL FUND FINANCING (BONDS) BUDGET**  
**CFP Grant No. SC16P01950106 (2006)**  
**CFP Grant No. SC16P01950107 (2007)**

**Annual Statement/Performance and Evaluation Report – “FINAL”- Submitted to HUD  
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)  
Part I: Summary**

PHA Name: <b>Housing Authority of Union, S.C..</b>					
<b>201 Porter Street</b> <b>P.O. Box 664</b> <b>Union, South Carolina 29379-0664</b>			<b>Grant Type and Number</b> Capital Fund Program Grant No: SC16P01950105 Replacement Housing Factor Grant No:		<b>Federal FY of Grant</b> <b>2005 “FINAL”</b>
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:    )					
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending:07/31/2007   Final Performance and Evaluation Report “FINAL”					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs		48,288.00	48,288.00	48,288.00
8	1440 Site Acquisition				
9	1450 Site Improvement	37,140.00	37,550.00	37,550.00	37,550.00
10	1460 Dwelling Structures	276,854.00	276,444.12	276,444.12	276,444.12
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1502 Contingency				

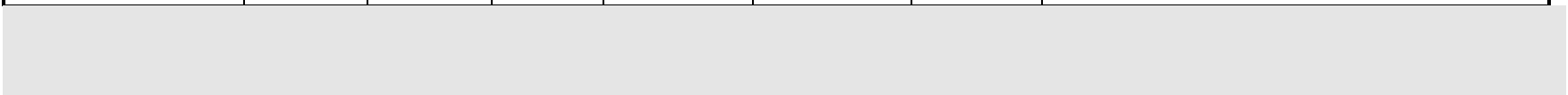
19	9000 Capital Fund Borrowing Debt Service	.12			
20	9002 Capital Fund Borrowing Loan Debt on	109,466.88	109,466.88	109,466.88	109,466.88
21	Amount of Annual Grant: (sum of lines 2 –	471,749.00	471,749.00	471,749.00	471,749.00
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 nce				
24	Amount of line 21 Related to Security – Soft				
25	Amount of Line 21 Related to Security – Hard				
26	Amount of line 21 Related to Energy Conservation s				

**Annual Statement/Performance and Evaluation Report “FINAL”**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**  
**Part II: Supporting Pages**

PHA Name: Housing Authority of Union, S.C.		<b>Grant Type and Number</b> Capital Fund Program Grant No: SC16P01950105 Replacement Housing Factor Grant No:				Federal FY of Grant: 2005 - “FINAL”		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
SC 19-001, 19-002 & 19-003	Capital Fund Financing Collateralization or Debt Service	9002		109,550	109,466.88	109,466.88	109,466.88	
PHA WIDE	A & E FEES	1430		-0-	48,288.00	48,288.00	48,288.00	
SC 19-001	Remove Trees/Sidewalk Repairs	1450		8,520	28,000.00	28,000.00	28,000.00	
SC 19-001	Replace Windows & Screens/HVAC	1460		259,463	276,444.12	276,444.12	276,444.12	
	Remove Toilets & Flanges (92)	1460		36,800	-0-			
SC 19-002	Remove Toilets & Flanges (72)	2460		28,796	-0-			
SC 19-003	Remove Trees	1450		28,620	9,550.00	9,550.00	9,550.00	

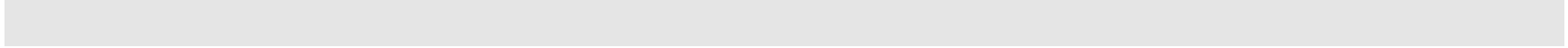
**Annual Statement/Performance and Evaluation Report - “FINAL”**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**  
**Part III: Implementation Schedule**

PHA Name: Housing Authority of Union, S.C.		<b>Grant Type and Number</b> Capital Fund Program No: SC16P01950105 Replacement Housing Factor No:					<b>Federal FY of Grant: 2005</b> <b>“FINAL”</b>	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates	
	Original	Revised	Actual	Original	Revised	Actual		
SC 19-001, 19-002 & 19-003	9/30/2007			09/30/2009				



<b>CAPITAL FUND FINANCING PROGRAM-(CFFP BORROWING PROGRAM BUDGET)</b>					
Annual Statement/Performance and Evaluation Report/Original Budget <u>  X  </u> Revision No. <u>          </u>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
PHA Name: Housing Authority of Union, S. C. 201 Porter Street P.O. Box 664 Union, South Carolina 29379-0664			Grant Type and Number Capital Fund Financing Program <u>  X  </u> <b>** Amounts Adjusted per Actual Loan Closing Costs</b> Replacement Housing Factor Grant No:		Federal FY of Grant 2005
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: ) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 09/30/2007 <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised **	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	105,161	105,770	105,770.00	96,365.00
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	1,176,989		1,176,989.00	148,634.08
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1501 Collateralization or Debt Service	125,551	126,085	126,085.00	126,085.00
18	1502 Contingency	17,000	15,857	15,857.00	
19	9000 Capital Fund Borrowing Debt Service				
20	9002 Capital Fund Borrowing Loan Debt Obligation				
21	Amount of Annual Grant: (sum of lines 2 – 20)	1,424,701	1,424,701	1,424,701.00	371,084.08
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				

		Original	Revised **	Obligated	Expended
26	Amount of line 21 Related to Energy Conservation Measures				





CAPITAL FUND FINANCING PROGRAM-(CFFP BORROWING PROGRAM BUDGET)								
Annual Statement/Performance and Evaluation Report/ Original Budget <u>  X  </u> Revision <u>      </u>								
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)								
Part II: Supporting Pages								
PHA Name: Housing Authority of Union, S.C.		Grant Type and Number Capital Fund Financing Program <u>  X  </u> Replacement Housing Factor Grant No:			Federal FY of Grant: 2005			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantit y	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PHA WIDE	A & E Fees	1430		75,600		75,600.00	66,195.00	
	Capital Fund Revenue Bond	1430		30,170		30,170.00	30,170.00	
	Issuance Cost							
PHA WIDE	Collateralization or Debt Service	1501		125,551	126,085	126,085.00	126,085.00	
PHA WIDE	Contingency	1502		17,000	15,857	15,857.00		
SC 19-001	Complete Windows & Screens	1460		396,000		396,000.00	148,634.08	
	Replacement/Install HVAC							
SC 19-002	Replace Windows & Screens and	1460		574,050		574,050.00		
	Install HVAC							
SC 19-003	Begin HVAC Installation	1460		206,939		206,939.00		

**CAPITAL FUND FINANCING PROGRAM-(CFFP BORROWING PROGRAM BUDGET)**  
**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**  
**Part III: Implementation Schedule**

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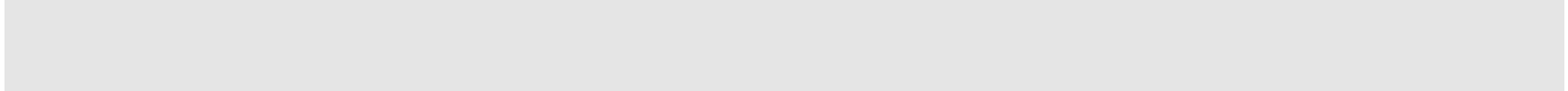
**CAPITAL FUND PROGRAM BUDGET**Annual Statement/Performance and Evaluation Report   X   Original Budget        Revision No.       **Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary**

PHA Name: Housing Authority of Union, S. C. 201 Porter Street P.O. Box 664 Union, South Carolina 29379-0664	Grant Type and Number Capital Fund Program Grant No: SC16P01950106 Replacement Housing Factor Grant No: **Adjusted Per Revised 2006 Funding	Federal FY of Grant 2006
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☒ Original Annual Statement ☐ Reserve for Disasters/ Emergencies ☐ Revised Annual Statement (revision no: )  
☐ Performance and Evaluation Report for Period Ending:09/30/2006 ☐ Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	12,072.00	12,072.00	12,072.00	11,232.92
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	300,340.12	336,034.12	336,034.12	91,000.23
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1502 Contingency				
19	9000 Capital Fund Borrowing Debt Service				
20	9002 Capital Fund Borrowing Loan Debt Obligation	109,466.88	109,466.88	109,466.88	27,366.72
21	Amount of Annual Grant: (sum of lines 2 – 20)	421,879.00	457,573.00	457,573.00	129,599.87
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				

		Original	Revised	Obligated	Expended
26	Amount of line 21 Related to Energy Conservation Measures				



**Annual Statement/Performance and Evaluation Report   X   Original Budget        Revision**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**  
**Part II: Supporting Pages                      Period Ending 09/30/2007**

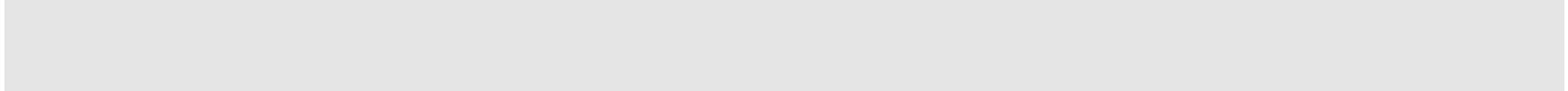
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**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**  
**Part III: Implementation Schedule**

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<b>CAPITAL FUND PROGRAM BUDGET</b>					
Annual Statement/Performance and Evaluation Report <u>  X  </u> Original Budget <u>      </u> Revision No. <u>      </u>					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Housing Authority of Union, S. C. 201 Porter Street P.O. Box 664 Union, South Carolina 29379-0664			Grant Type and Number Capital Fund Program Grant No: SC16P01950107 Replacement Housing Factor Grant No:		Federal FY of Grant 2007
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: ) <input type="checkbox"/> Performance and Evaluation Report for Period Ending:-----Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	17,368.00			
8	1440 Site Acquisition				
9	1450 Site Improvement	116,887.00			
10	1460 Dwelling Structures	217,100.12			
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1502 Contingency				
19	9000 Capital Fund Borrowing Debt Service				
20	9002 Capital Fund Borrowing Loan Debt Obligation	109,466.88			
21	Amount of Annual Grant: (sum of lines 2 – 20)	460,822.00			
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				

		Original	Revised	Obligated	Expended
26	Amount of line 21 Related to Energy Conservation Measures				





<b>Annual Statement/Performance and Evaluation Report</b> <u>  X  </u> <b>Original Budget</b> <u>      </u> <b>Revision</b> <u>      </u> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b> <b>Part II: Supporting Pages</b> <b>Period Ending</b>								
<b>PHA Name: Housing Authority of Union, S.C.</b>			<b>Grant Type and Number</b> <b>Capital Fund Program Grant</b> <b>No:SC16P01950107</b> <b>Replacement Housing Factor Grant No:</b>			<b>Federal FY of Grant: 2007</b>		
<b>Development Number</b> <b>Name/HA-Wide</b> <b>Activities</b>	<b>General Description of Major</b> <b>Work Categories</b>	<b>Dev. Acct</b> <b>No.</b>	<b>No.</b> <b>Of</b> <b>Item</b>	<b>Total Estimated Cost</b>		<b>Total Actual Cost</b>		<b>Status of</b> <b>Work</b>
				Original	Revised	Funds Obligated	Funds Expended	
SC 19-001, 19-002, 19-003 & 19-005	Capital Fund Financing Collateralization or Debt Service	9002		109,466.88				
PHA WIDE	A & E Fees	1430		17,368.00				
SC 19-001	Site Improvements	1450		23,545.00				
	Replace Exterior Doors and Security Screen Doors	1460	86 DU	111,800.12				
SC 19-002	Site Improvements	1450		18,664.00				
	Replace Exterior Doors and Security Screen Doors	1460	64 DU	83,200.00				
SC 19-003	Remove & Resurface Roadway Cogdell Plaza	1450		35,490.00				
SC 19-005	Remove & Resurface Roadway Hunt Drive	1450		39,188.00				
	Replace Exterior Doors and Security Screen Doors	1460	17 DU	22,100.00				

**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**  
**Part III: Implementation Schedule**

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